

Burton Plantation Management Committee
Meeting held on 1st June 2006 at the Pavilion

Present: Margaret Pickford (MP) Derek Brewis (DB) Paul Rushforth (PR)
Robert Shields (RS) Diana Edmonds (DE) Paul Sutton (PAS)
Cath Thompson (CT) – *first part of meeting only*

Item	Comments	Action
1	Apologies There were no apologies	
2	Previous Minutes Accepted as a true record	
3	Woodland Signs Cath Thompson (CT) showed the proof of the proposed Plantation Entrance signs. It was agreed by all that these were very good, but that the Burton Plantation title be reduced by 2 font sizes and the Entrance markers changed to red. CT agreed to follow this up with the Printer PR & DB agreed to be available to identify the sites when the signs are ready for erection	CT PR/DB
4	Matters Arising <ol style="list-style-type: none"> Burton School Wildlife Area. The School have been in contact & they would like the trees bounding their pond either cut down or trimmed back to the fence. Because the trees are all to the North of the pond, the only problem the trees will give is leaves dropping into the pond. It was agreed that we should suggest the school cut the offending branches back to the boundary, but under the supervision of at least 1 member of the BPMC. Disabled Access. The quote for the dropped kerb will be obtained from CT and the grant applied for. Village Hall Rep. This was raised for a 2nd time. Again, because there were already 2 BPMC members on the Village Hall committee, it was deemed unnecessary to provide an 'official' member. PR said that, if they were looking for 'new ideas' then he would be available to attend meetings, but not on an official basis. 	MP
5	Summer Fete 3 packs of display boards have been booked from Holly Hayes. These need collecting on Friday 16 th June during office hours. PR said he could do this. PAS is sorting out displays for the stand. They will be along the lines of ' <i>Past, Present & Future</i> '. Joan & Peter Shaw are providing the ' <i>Past</i> ' section. PAS stated that he is looking to include photos on the board but these need printing out – he estimated the cost to be approx. £20 in total. It was agreed that, as long as the cost did not exceed £30, this would be refunded from funds. PAS said he will set a quiz to try to get people interested in the stand. This would take the form of leaf identification. To go with the Quiz, it was agreed that there would be prizes for 3 age categories – children under 7, 7 to 16 year olds and adults. DE said she would arrange these. PAS said that the printing of the cards is being arranged by the Heritage Wardens separately from the BPMC and that, once costs had been covered, all profits would be donated to the BPMC maintenance fund. The 2 cards chosen by the villagers at last years fete are being used and 1,000 of each are being printed. This will give 200 packs of 10 cards to be sold at £5 a pack. The committee were asked if they would be able to help sell these. PAS will arrive at 11:00 to set up the stand. PR said he will help. The Stand will be covered during the afternoon as follows: 12:30 – 1:30 PAS & PR 1:30 – 4:30 MP & PR. The rest of the committee to cover as necessary.	PR PAS PAS DE PAS/ALL PAS/PR

	<p>Constitution</p> <p>The constitution has been revised by DE. It now includes the ability to co-opt no more than 2 non-voting members. It was suggested that these should include a representative from the Playing Fields Committee and a Tree Warden. PAS stated he would ask the Tree Warden and draft a letter to the PFC – these appointments to be approved at the AGM. The Constitution will go to the next Parish Council meeting for ratification.</p>	PAS
8	<p>Plantation Sponsorship</p> <p>DB handed round a draft letter to go out to local businesses. The issue of Insurance should be removed, and 'sustainability', 'Green Agenda' and 'Access for Disabled People' should be added. DE said that she would take the letter away and do a revision containing these suggestions for the rest of the committee to look at.</p>	DE
9	<p>Any Other Business</p> <p>Christmas Cards. MP mentioned it would be nice to have Christmas Cards printed for sale at the Village Hall Christmas Fare. She suggested a set of 6 different scenes. PAS stated he thought this would not be feasible or profitable, although if 2 designs were used, this might be viable.</p> <p>AGM. This will take place on Thursday 29th June at the Village Hall, starting at 7:30pm. PAS will create a poster for the notice board.</p> <p>Flyers will also be created and distributed to 'Friends' and villagers who donated to the purchase.</p> <p>DE stated that she will provide light refreshments for the AGM.</p> <p>The agenda will be as follows:</p> <ul style="list-style-type: none"> ○ Apologies ○ Election of Village Representatives ○ Co-option of members ○ Chairman's Report ○ Treasurer's Report ○ Secretary's Report ○ Finance ○ 'Friends of the Plantation' ○ Fundraising ○ Fun Day ○ Logo ○ AOB ○ Date of next AGM 	<p>PAS</p> <p>PAS</p> <p>DE</p>
10	<p>Date of Next Meeting</p> <p>To be agreed after the AGM</p>	